

PROCUREMENT POSITIONS\*  
Period : July 1974 through 31 December 1974

Month	Personnel	Less Trainees	Effective Strength	Man-hours	Less Annual Leave	Less Sick Leave	Less Training	Total Man-hours
July	8	2	6	6,048	163	49	42	5,794
August	9	1	8	8,064	150	40	60	7,814
September	8	0	8	8,064	201	32	56	7,775
October	8	0	8	8,064	45	45	62	7,912
November	8	0	8	8,064	135	52	48	7,829
December	9	0	9	9,072	370	50	33	8,619
				<u>47,376</u>				<u>45,743</u>
Average:			7.8					

Percentage of manpower loss attributable to annual and sick leave, training, and associative causes was computed at 3.4%,  $(47,376 - 45,743) \div 47,376 = 3.4\%$ . Considerable overtime was worked during this period, however, it was difficult to arrive at estimated manhours because supervisory and other higher graded personnel do not qualify for overtime. Overtime and losses resulting from leave and training were assumed to cancel out for purposes of computing average production. The error resulting from the application of this assumption is of such small magnitude it can be ignored.

\*Excludes secretarial and clerical assistance.

Source: Procurement Division Strength and Leave Data